



# Appendix G

## *Mill Certification Programs for Coniferous Sawn Wood*

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### Introduction

Coniferous sawn wood is an important export from the United States. However, it is highly regulated because of various pests, including the pine wood nematode, *Bursaphelenchus xylophilus*. To facilitate exports of this material, and to address the phytosanitary concerns of the importing country, APHIS has initiated Memorandums of Understanding (MOU's) with a number of lumber grading agencies. These MOU's establish how the wood will be inspected and treated at the mill and the type of documentation that the mill will supply to PPQ for phytosanitary certification of the shipments. Two of the MOU's, the Mill Certification Program for Coniferous Sawn Wood using Heat Treatment Certification and the MOU for Debarking and Grub Hole Control of Coniferous Sawn Wood eliminate the need for phytosanitary certification of the product and allows participating mills to issue their own certification for kiln dried conifer lumber destined to European Union (EU) member states. Currently, the Mill Certification Programs for Coniferous Sawn Wood use the following MOU's:

- ◆ **Figure G-1-1, “Example of the MOU for The Mill Certification Program for Heat Treatment of Coniferous Sawn Wood Moving to European Union (EU) Countries,” on page-G-1-6**
- ◆ **Figure G-1-3, “: Example of the MOU for kiln dried coniferous sawn wood,” on page-G-1-12**
- ◆ **Figure G-1-5, “Example of the MOU for Debarking and Grub Hole Control of Coniferous Sawn Wood,” on page-G-1-18**
- ◆ **Figure G-1-8, “: Sample of a Biannual Audit Checklist for the Wood Mill Certification Programs,” on page-G-1-23**

This Appendix contains an overview of each type of MOU; a brief description of the responsibilities of each party under the MOU; lists of participating lumber grading agencies; examples of each type of MOU currently in use; and examples of certificates that are used by participating lumber grading agencies and mills.

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## MOU for the Mill Certification Program for Heat Treatment of Coniferous Sawn Wood Moving to European Union (EU) Member States

### Overview:

This program is the most widespread of the mill certification programs. It provides an industry certification system that is officially approved to meet EU requirements for coniferous wood from the United States.

Official control of the program is maintained through a MOU between Plant Protection and Quarantine (PPQ) and lumber grading agencies certified by the American Lumber Standards Committee (ALSC)—an agent of the National Institute of Standards and Technology, U.S. Department of Commerce. (See [Table G-1-1](#) for a list of lumber grading agencies certified by ALSC and participating in this program.) The participating lumber grading agencies formulate, publish, and maintain grading rules. Also, they provide inspection facilities for softwood under the provisions of the American Softwood Lumber Standard.

Lumber exported under this program must be accompanied by a mill certificate, entitled “Heat Treatment Certification Using a Kiln Facility,” attesting that the wood has been properly heat treated. (See [Figure G-1-2](#) for an example of this certificate.) Only sawn wood that has been kiln dried according to rules of ALSC may be exported under this program.

Wood from mills that are not participating in the mill certification program may be certified to EU member states with a Federal Phytosanitary Certificate (FPC) if it meets the criteria specified in EXCERPT.

Advise exporters that shipments may be rejected or destroyed at destination if the wood has not been sawn or kiln dried and heat treated and not accompanied by the proper certificate.

## Responsibilities of the Lumber Grading Agency, the Mill, and Plant Protection and Quarantine (PPQ):

When an MOU is entered into, each party has stipulated responsibilities. The following are the responsibilities of the lumber grading agency, the participating mill, and PPQ under the MOU.

### 1. The Lumber Grading Agency

- ❖ Maintains signed agreements with participating mills.
- ❖ Maintains names of representatives approved to issue mill certificates and maintains copies of all certificates issued.
- ❖ Provides mill inspector training to all participating mills.
- ❖ Validates each certificate issued by a subscriber mill.
- ❖ Conducts monthly reviews of the certification program through regular quality control checks.

### 2. The Participating Lumber Mill

- ❖ Treats all shipments of coniferous wood to the EU according to the American Softwood Lumber Standard for heat treated or kiln dried wood.
- ❖ Designates personnel to complete the forms for “Heat Treatment Certification Using a Kiln Facility.”
- ❖ Forwards certificates to the lumber grading agency for final review and validation.

### 3. The PPQ Regional Offices

MOU's should be maintained in the region.

Monitor the certification program for conformance by randomly inspecting participating mills and the wood at points of export and by reviewing the files and records of the lumber grading agency.

The appropriate PPQ Regional office must designate a person to oversee the auditing of this program. Audits of the program must be conducted biannually for each lumber grading agency for which an MOU is signed and their participating companies. A form similar to the sample shown in **Figure G-1-8 on page-G-1-23** must be completed and submitted to the Export Unit in Riverdale, Maryland. This information will be used to support this program when foreign countries question the validity of the process. The audit process would entail meeting with each Agency and selected companies that are registered with them under this program and review documentation. In addition, checks should be made of participating companies to

ensure that products being shipped meet the conditions of the program. This can be done either at the company or at the port of export. MOU's will be maintained in the Regions.

### Lumber Grading Agencies:

See **Table G-1-1** for a list of lumber grading agencies certified by ALSC and maintaining MOU's with PPQ.

**TABLE G-1-1: Lumber grading agencies certified by ALSC and maintaining MOU's with PPQ for heat treatment of coniferous sawn wood.**

Lumber Grading Agency:	Agency Contact:
<b>Northeast Region</b>	
<b>Northeastern Lumber Manufacturer's Association, Inc.</b> 272 Tuttle Road Cumberland Center, ME 04021	<b>Jeff Easterling</b> Executive Vice President (207) 829-6901 FAX: (207) 829-4293
<b>Southeast Region</b>	
<b>Renewable Resource Associates, Inc.</b> 3091 Chaparral Place Lithonia, GA 30038	<b>Lon J. Sibert</b> President (404) 482-9385 (phone-fax-voice) James E. Loy
<b>Southern Pine Inspection Bureau</b> 4709 Scenic Highway Pensacola, FL 32504	<b>Tom S. Jones</b> President (850) 434-2611 FAX: (850) 433-5594
<b>Timber Products Inspection, Inc.</b> P.O. Box 919 Conyers, GA 30207	<b>Ronald Williams or Debby Grover</b> Lumber Division East (770) 922-8000 FAX: (770) 922-1290
<b>Western Region</b>	
California Lumber Inspection Service P.O. Box 6989 San Jose, CA 95150	<b>George Reinking</b> Vice President & General Mgr. (408) 993-1633 FAX: (408) 246-5415

**TABLE G-1-1: Lumber grading agencies certified by ALSC and maintaining MOU's with PPQ for heat treatment of coniferous sawn wood. (continued)**

<b>Lumber Grading Agency:</b>	<b>Agency Contact:</b>
<b>California Redwood Association and Redwood Inspection Service</b> 405 Enfrente Drive, No. 200 Novato, CA 94949	<b>Christopher Grover</b> Executive Vice President (415) 382-0662 FAX: (415) 382-8531
<b>Pacific Lumber Inspection Bureau Inc.</b> P.O. Box 7235 Bellevue, WA 98008	<b>Jeff Fantozzi</b> Secretary/Manager (253) 835-3344 FAX: (253) 746-5522
<b>West Coast Lumber Inspection Bureau</b> Box 23145 Portland, OR 97281-3145	<b>Jim Neeber</b> Executive Vice President (503) 639-0651 FAX: (503) 684-8928
<b>Western Wood Products Association</b> 522 SW Fifth Avenue Portland, OR 97220	<b>Jim Matthews</b> Assistant Director of Quality Standards (503) 224-3930 FAX: (503) 224-3934
<b>Timber Products Inspection, Inc.</b> 105 SE 124th Avenue Vancouver, WA 98684	<b>Casey Dean</b> Chief Lumber Inspector (360) 449-3138 FAX: (360) 449-3953

**Memorandum of Understanding:**

See **Figure G-1-1** for an example of the MOU for The Mill Certification Program for Heat Treatment of Coniferous Sawn Wood Moving to European Union (EU) Countries.

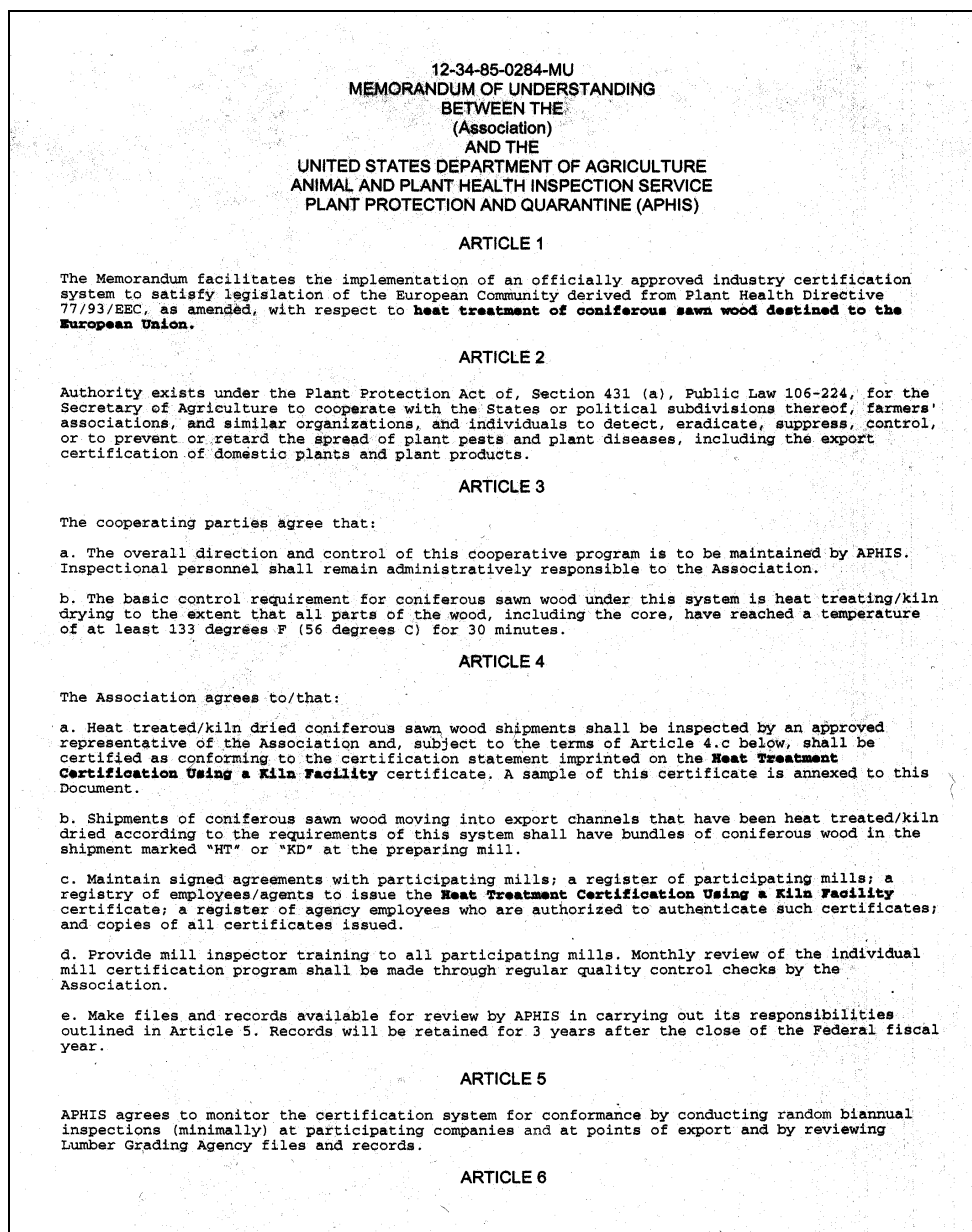


FIGURE G-1-1 Example of the MOU for The Mill Certification Program for Heat Treatment of Coniferous Sawn Wood Moving to European Union (EU) Countries

**Appendix G: Mill Certification Programs for Coniferous Sawn Wood**  
Responsibilities of the Lumber Grading Agency, the Mill, and Plant Protection and Quarantine (PPQ):

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This Memorandum is to define in general terms the basis on which the parties concerned will cooperate and, as such, does not constitute a financial obligation on the part of APHIS. Each signatory party is to use and manage its own funds in carrying out the purpose of this Memorandum.

**ARTICLE 7**

Pursuant to Section 22, Title 41, United States Code, no member of or delegate to Congress shall be admitted to any share or part of this Memorandum or to any benefit to arise therefrom.

**ARTICLE 8**

This Memorandum shall become effective upon date of final signature and shall continue in effect for 5 years. It may be amended at any time by mutual agreement between the parties in writing and may be terminated by mutual agreement of both parties or by either party upon 30 days written notice to the other party.

ASSOCIATION  
(LUMBER GRADING AGENCY NAME)  
(NAME AND TITLE OF AGENCY REPRESENTATIVE)

\_\_\_\_\_

(Signature) Date

UNITED STATES DEPARTMENT OF AGRICULTURE  
ANIMAL AND PLANT HEALTH INSPECTION SERVICE  
PLANT PROTECTION AND QUARANTINE


\_\_\_\_\_

(Regional Director) Date

**FIGURE G-1-1: Example of the MOU for The Mill Certification Program for Heat Treatment of Coniferous Sawn Wood Moving to European Union (EU) Countries**

## Lumber Grading Certificate:

See **Figure G-1-2** for an example of a certificate for Heat Treatment Certification Using a Kiln Facility.

 <b>HEAT TREATMENT CERTIFICATION USING A KILN FACILITY</b>		<small>CERTIFICATE NUMBER</small> <div style="border: 1px solid black; height: 20px; width: 100%;"></div>	
<small>NAME AND ADDRESS OF SUPPLYING MILL (or as indicated in DESCRIPTION OF CONSIGNMENT)</small> <div style="border: 1px solid black; height: 30px; width: 100%;"></div>		<small>NAME AND ADDRESS OF CONSIGNEE</small> <div style="border: 1px solid black; height: 30px; width: 100%;"></div>	
<small>The lumber described below is certified to have undergone an appropriate heat treatment to achieve a minimum wood core temperature of 56 degrees C for 30 minutes.</small>			
<small>DESCRIPTION OF CONSIGNMENT</small> <small>INDICATE SPECIES, GRADE MARKS, OR OTHER IDENTIFYING MARKS. ALSO, INDICATE NUMBER OF PACKAGES AND BOARD FEET/CUBIC METERS BY LOT.</small>			<small>VOLUME</small> <div style="border: 1px solid black; height: 200px; width: 100%;"></div>
<small>This document is issued under a program officially approved by the Animal and Plant Health Inspection Service, U.S. Department of Agriculture. The products covered by this document are subject to preshipment inspection by that Agency. No financial liability shall be attached to the U.S. Department of Agriculture or to any officer or representative of the Department with respect to this certificate.</small>			
<small>AUTHORIZED PERSON RESPONSIBLE FOR CERTIFICATION</small>			
<small>NAME (PRINT)</small> <div style="border: 1px solid black; height: 20px; width: 100%;"></div>	<small>SIGNATURE</small> <div style="border: 1px solid black; height: 20px; width: 100%;"></div>	<small>TITLE</small> <div style="border: 1px solid black; height: 20px; width: 100%;"></div>	<small>DATE</small> <div style="border: 1px solid black; height: 20px; width: 100%;"></div>
<small>AGENCY VALIDATION</small>			
<small>AUTHORIZED SIGNATURE</small> <div style="border: 1px solid black; height: 20px; width: 100%;"></div>		<small>TITLE</small> <div style="border: 1px solid black; height: 20px; width: 100%;"></div>	<small>DATE</small> <div style="border: 1px solid black; height: 20px; width: 100%;"></div>

**FIGURE G-1-2:** Sample of a certificate for Heat Treatment Certification Using a Kiln Facility

## Kiln Drying MOU's

### Overview:

Grading agencies listed in **Table G-1-2** have MOU's with APHIS to facilitate certification of kiln dried lumber going to non-EU countries. These MOU's are similar to the EU MOU's discussed in the **Mill**



**Certification Program for Coniferous Sawn Wood Moving to European Union Countries** in that only kiln dried wood is covered. That is to say, wood that has been heat treated or merely debarked is not authorized under this MOU format. However, ALL SHIPMENTS CERTIFIED UNDER THESE MOU's MUST HAVE MILL CERTIFICATES THAT ARE VALIDATED BY THE LUMBER GRADING AGENCY AND THESE MILL CERTIFICATES MUST BE PRESENTED TO PPQ FOR CONVERSION TO PHYTOSANITARY CERTIFICATES. (See [Figure G-1-3](#) for an example of this MOU and [Figure G-1-4](#) for a sample of the Certificate of Kiln Drying.)

### **Responsibilities of the Grading Agency, the Mill, and Plant Protection and Quarantine (PPQ):**

1. The Lumber Grading Agency–The grading agency responsibilities are essentially the same as those shown in Mill Certification Program for Coniferous Sawn Wood Moving to European Union Countries except that the agency returns the mill certificate to the mill for conversion to a Federal Phytosanitary Certificate (FPC). The grading agencies have the following responsibilities:
  - ❖ Maintains signed agreements with participating mills.
  - ❖ Maintains names of representatives approved to issue mill certificates and maintains copies of all certificates issued.
  - ❖ Provides mill inspector training to all participating mills.
  - ❖ Validates each certificate issued by a subscriber mill.
  - ❖ Conducts monthly reviews of the certification program through regular quality control checks.
  - ❖ Returns validated certificates to the mill for conversion to FPC's by PPQ.
2. The Participating Lumber Mill
  - ❖ Certifies shipments of kiln dried coniferous wood being exported to non-European Union countries using a mill certificate of kiln drying.
  - ❖ Designates personnel to complete the “Mill Certificate of Kiln Drying.”
  - ❖ Forwards completed mill certificates to the lumber grading agency for final review and validation.
  - ❖ Presents the validated mill certificate for conversion to an FPC by PPQ.

### 3. The PPQ Port Offices

- ❖ Reviews the validated certificates presented by the mills.
- ❖ Verifies that the grading agency is participating in the mill certification program.
- ❖ Issues FPC's for those shipments covered by properly validated mill certificates.
- ❖ Keeps the validated mill certificate as the supporting document for the FPC.

### 4. PPQ Regional Office

- ❖ Monitor the certification program for conformance by randomly inspecting participating mills and the wood at points of export and by reviewing the files and records of the lumber grading agency.
- ❖ MOU's will be maintained in the Region. The appropriate PPQ Regional office must designate a person to oversee the auditing of this program. Audits of the program must be conducted biannually for each lumber grading agency for which an MOU is signed and their participating companies. A form similar to the sample shown in **Figure G-1-8 on page-G-1-23** must be completed and submitted to Export Services in Riverdale, Maryland. This information will be used to support this program when foreign countries question the validity of the process. The audit process would entail meeting with each Agency and selected companies that are registered with them under this program and review documentation. In addition, checks should be made of participating companies to ensure that products being shipped meet the conditions of the program. This can be done either at the company or at the port of export.

### Lumber Grading Agencies:

See **Table G-1-2** for a list of lumber grading agencies certified by ALSC and maintaining MOU's with PPQ for Kiln Drying

**TABLE G-1-2: Lumber grading agencies certified by ALSC and maintaining MOU's with PPQ for Kiln Drying**

<b>Lumber Grading Agency:</b>	<b>Agency Contact:</b>
<b>California Lumber Inspection Service</b> P.O. Box 6989 San Jose, CA 95150	<b>George Reinking</b> Vice President & General Mgr. (408) 993-1633 FAX: (408) 993-1642
<b>California Redwood Association and Redwood Inspection Service</b> 405 Enfrente Drive, No 200 <b>Novato, CA 94949</b>	<b>Christopher Grover</b> Executive Vice President (415) 382-0662 FAX: (415) 382-8531
<b>Pacific Lumber Inspection Bureau Inc.</b> P.O. Box 7235 Bellevue, WA 98008	<b>Jeff Fantozzi</b> Secretary/Manager (253) 835-3344 FAX: (253) 746-5522
<b>West Coast Lumber Inspection Bureau</b> Box 23145 <b>Portland, OR 97281-3145</b>	<b>Jim Neeber</b> Executive Vice President (503) 639-0651 FAX: (503) 684-8928
<b>Western Wood Products Association</b> 522 SW Fifth Avenue Portland, OR 97220	<b>Jim Matthews</b> Assistant Director of Quality Standards (503) 224-3930 FAX: (503) 224-3934
<b>Timber Products Inspection, Inc.</b> 105 SE 124th Avenue Vancouver, WA 98684	<b>Casey Dean</b> Chief Lumber Inspector (360) 449-3138 FAX: (360) 449-3953

## Memorandum of Understanding:

See **Figure G-1-3** for an example of the MOU for kiln dried coniferous sawn wood.

12-34-8x-xxx-MU  
MEMORANDUM OF UNDERSTANDING  
BETWEEN THE  
(Association)  
AND THE  
UNITED STATES DEPARTMENT OF AGRICULTURE  
ANIMAL AND PLANT HEALTH INSPECTION SERVICE  
PLANT PROTECTION AND QUARANTINE (APHIS)

ARTICLE 1

The Memorandum facilitates the implementation of an officially approved industry certification system to provide an alternative basis for the Federal phytosanitary certification of **kiln dried coniferous sawn wood**. This program does not apply to European Union (EU) member states.

ARTICLE 2

Authority exists under the Plant Protection Act of, Section 431 (a), Public Law 106-224, for the Secretary of Agriculture to cooperate with the States or political subdivisions thereof, farmers' associations, and similar organizations, and individuals to detect, eradicate, suppress, control, or to prevent or retard the spread of plant pests and plant diseases, including the export certification of domestic plants and plant products:

ARTICLE 3

The cooperating parties agree that:

a. The overall direction and control of this cooperative program is to be maintained by the Service. Inspectional personnel shall remain administratively responsible to the Association.

b. The basic control requirement for coniferous sawn wood under this system is kiln drying to the extent that all parts of the wood have reached a temperature of at least 160 degrees F (71 degrees C) and the moisture content of the wood has been reduced to less than 20 percent by weight.

ARTICLE 4

The Association agrees to/that:

a. Kiln dried coniferous sawn wood shipments shall be inspected by an approved representative of the Association and, subject to the terms of Article 4.c below, shall be certified as conforming to the certification statement imprinted on the **Mill Certificate of Kiln Drying**. A sample of this certificate is annexed to this document.

b. Shipments of coniferous sawn wood moving into export channels that have been kiln dried according to the requirements of this system shall have bundles of coniferous wood in the shipment marked "KD" or "kiln dried" at the preparing mill.

c. Maintain signed agreements with participating mills; a register of participating mills, including names of representatives approved to issue **Mill Certificates of Kiln Drying**; and copies of all certificates issued.

d. Provide mill inspector training to all participating mills. Monthly review of the individual mill certification program shall be made through regular quality control checks by the Association.

e. Make files and records available for review by APHIS in carrying out its responsibilities outlined in Article 5. Records will be retained for 3 years after the close of the Federal fiscal year.

ARTICLE 5

APHIS agrees to monitor the certification system for conformance by conducting random biannual inspections (minimally) at participating companies and at points of export and by reviewing Lumber Grading Agency files and records.

ARTICLE 6

FIGURE G-1-3: Example of the MOU for kiln dried coniferous sawn wood

This Memorandum is to define in general terms the basis on which the parties concerned will cooperate and, as such, does not constitute a financial obligation on the part of APHIS. Each signatory party is to use and manage its own funds in carrying out the purpose of this Memorandum.

ARTICLE 7

Pursuant to Section 22, Title 41, United States Code, no member of or delegate to Congress shall be admitted to any share or part of this Memorandum or to any benefit to arise therefrom.

ARTICLE 8

This Memorandum shall become effective upon date of final signature and shall continue in effect for 5 years. It may be amended at any time by mutual agreement between the parties in writing and may be terminated by mutual agreement of both parties or by either party upon 30 days written notice to the other party.

ASSOCIATION  
(LUMBER GRADING AGENCY NAME)  
(NAME AND TITLE OF AGENCY REPRESENTATIVE)

\_\_\_\_\_  
(Signature) Date

UNITED STATES DEPARTMENT OF AGRICULTURE  
ANIMAL AND PLANT HEALTH INSPECTION SERVICE  
PLANT PROTECTION AND QUARANTINE

\_\_\_\_\_  
Regional Director Date

**FIGURE G-1-3: Example of the MOU for kiln dried coniferous sawn wood**

### Lumber Grading Certificates:

See [Figure G-1-4](#) for a sample of a certificate for kiln drying.

<b>MILL CERTIFICATE OF KILN DRYING</b>		CERTIFICATE NUMBER
NAME AND ADDRESS OF SUPPLYING MILL	NAME AND ADDRESS OF CONSIGNEE	
<small>The lumber described below is certified to have been kiln dried to the extent that all parts of the wood have reached a temperature of at least 160 degrees F. (71 degrees C.) and the moisture content is less than 20 percent.</small>		
<small>INDICATE SPECIES, GRADE MARKS, OR OTHER IDENTIFYING MARKS. ALSO, INDICATE NUMBER OF PACKAGES AND BOARD FEET/CUBIC METERS BY LOT (Lot number and volume are required).</small>	VOLUME	
Mill Order No.: _____ Invoice No.: _____ Customer No.: _____	Number of Bundles: _____ Marks on Bundles: _____ Vessel: _____	
<small>This document is issued under a program officially approved by the Animal and Plant Health Inspection Service, U.S. Department of Agriculture. The products covered by this document are subject to pre-shipment inspection by that Agency. No liability shall be attached to the U.S. Department of Agriculture or to any officer or representative of the Department with respect to this certificate.</small>		
<b>AUTHORIZED PERSON RESPONSIBLE FOR CERTIFICATION</b>		
NAME(Print)	SIGNATURE	TITLE
<b>AGENCY VALIDATION</b>		
AUTHORIZED SIGNATURE	TITLE	DATE

**FIGURE G-1-4: Sample of a Mill Certificate of Kiln Drying**

## Debarking and Grub Hole Control of Coniferous Sawn Wood MOU's

### Overview:

Mills participating in this program may certify air dried coniferous sawn wood or kiln dried sawn wood of Thuja species destined to European Union (EU) member states only. (See **Table G-1-3** for a list of lumber grading agencies participating in this program.) This program allows for the Certificate of Debarking and Grub Hole Control to be issued for wood shipments of Thuja species only and that are destined to the European Union member states. Air dried wood must

have mill certification that it is free from bark and grub holes larger than 3 mm in diameter. (See **Figure G-1-7** for a sample of the Certificate for Debarking and Grub Hole Control.)

### **Responsibilities of the Lumber Grading Agency, the Mill, and Plant Protection and Quarantine (PPQ):**

1. The Lumber Grading Agency–
  - ❖ Maintains signed agreements with participating mills
  - ❖ Maintains names of representatives approved to issue mill certificates and maintains copies of all certificates issued.
  - ❖ Provides mill inspector training to all participating mills.
  - ❖ Validates each certificate issued by a subscriber mill.
  - ❖ Conducts monthly reviews of the certification program through regular quality control checks.
2. The Participating Lumber Mill–
  - ❖ Inspects shipments of unseasoned or air-dried coniferous sawn wood and certifies the wood as meeting the requirements of the foreign country using a mill certification of debarking and grub hole control.
  - ❖ Designates personnel to complete the “Certificate of Debarking and Grub Hole Control”
  - ❖ Forwards completed certificates to the lumber grading agency for final review and validation.
3. The PPQ Port Offices–
  - ❖ Reviews the validated certificates presented by the mills.
  - ❖ Verifies that the grading agency is participating in the mill certification program.
4. PPQ Regional Office–
  - ❖ It is the responsibility of the Regional Offices to monitor the certification program for conformance by randomly inspecting participating mills and the wood at points of export and by reviewing the files and records of the lumber grading agency.
  - ❖ The appropriate PPQ Regional office must designate a person to oversee the auditing of this program. Audits of the program must be conducted biannually for each lumber grading agency for which an MOU is signed and their participating companies. MOU's must be on file and maintained in the regional offices. A form similar to the sample shown in **Figure G-1-8 on page-G-1-23** must be completed and submitted to Export Services in Riverdale, Maryland. This information will be used to support this program when

foreign countries question the validity of the process. The audit process would entail meeting with each Agency and selected companies that are registered with them under this program and review documentation. In addition, checks should be made of participating companies to ensure that products being shipped meet the conditions of the program. This can be done either at the company or at the port of export.

**Lumber Grading Agencies:**

See **Table G-1-3** for a list of lumber grading agencies certified by ALSC and maintaining MOU's with PPQ for Kiln Drying, Debarking and Grub Hole Control.



**TABLE G-1-3: Lumber grading agencies certified by ALSC and maintaining MOU's with PPQ for Kiln Drying, Debarking and Grub Hole Control**

<b>Lumber Grading Agency:</b>	<b>Agency Contact:</b>
<b>Western Region:</b>	
<b>California Lumber Inspection Service</b> P.O. Box 6989 San Jose, CA 95150	<b>George Reinking</b> Vice President & General Manager (408) 993-1633 FAX: (408) 993-1642
<b>California Redwood Association and Redwood Inspection Service</b> 405 Enfrente Drive, No. 200 Novato, CA 94949	<b>Christopher Grover</b> Executive Vice President (415) 382-0662 FAX: (415) 382-8531
<b>Pacific Lumber Inspection Bureau Inc.</b> P.O. Box 7235 Bellevue, WA 98008	<b>Jeff Fantozii</b> Secretary/Manager (206) 747-6542 FAX: (206) 746-5522
<b>West Coast Lumber Inspection Bureau</b> Box 23145 Portland, OR 97281-3145	<b>Jim Neeber</b> Executive Vice President (503) 639-0651 FAX: (503) 684-8928
<b>Western Wood Products Association</b> 522 SW Fifth Avenue Portland, OR 97220	<b>Jim Matthews</b> Assistant Director of Quality Standards (503) 224-3930 FAX: (503) 224-3934
<b>Timber Products Inspection, Inc.</b> P.O. Box 20455 Portland, OR 97220	<b>Casey Dean</b> Chief Lumber Inspector (503) 254-0204 FAX: (503) 252-9267

## Memorandum of Understanding:

See for an example of the MOU for Debarking and Grub Hole Control of Coniferous Sawn Wood.

MEMORANDUM OF UNDERSTANDING  
BETWEEN THE  
(ASSOCIATION)  
AND THE  
UNITED STATES DEPARTMENT OF AGRICULTURE  
ANIMAL AND PLANT HEALTH INSPECTION SERVICE  
PLANT PROTECTION AND QUARANTINE

Relative to

Preparation and Certification of Coniferous Sawn Wood of Thuja spp. Intended for Export to the  
European Union (EU) Member States

ARTICLE I

The object of this Memorandum is to facilitate the implementation of an officially approved industry certification system to satisfy provisions of the national legislation of Member States of the European Community (EU) derived from Plant Health Directive 77/93/EEC, as amended, with respect to freedom from bark and grub holes on coniferous sawn wood originating in the United States. This program is applicable to Member States of the EU and to coniferous lumber pertaining to Thuja spp. only.

ARTICLE 2

This Memorandum is entered into by the Service by virtue of authority included in the Plant Protection Act of, Section 431 (a) Public Law 106-224 , to cooperate with the States or political subdivision thereof, farmer's associations, and similar organizations, and individuals to detect, eradicate, suppress, control, or to prevent or retard the spread of plant pests and plant diseases, including the export certification of domestic plants and plant products.

ARTICLE 3

The cooperating parties agree:

a. That overall direction and control of this cooperative program is to be maintained by the Service. Inspection personnel shall remain administratively responsible to the Association.

B. That the basic control requirement for coniferous sawn wood (Thuja spp only), including spacers or other attached dunnage, is freedom from bark and grub holes larger than 3mm across associated with shipments, but the following conditions, if existing, shall not disqualify a shipment from certification:

(1) Waney edges from which external bark has otherwise been totally removed:

(2) ingrown bark, in particular, around knots;

FIGURE G-1-5 Example of the MOU for Debarking and Grub Hole Control of  
Coniferous Sawn Wood

(3) bark/pitch pockets, as described in the National Grading Rules;

(4) holes caused by Teredo worms (marine mollusks).

#### ARTICLE 4

The Association agrees:

a. That unseasoned or air-dried coniferous sawn wood shipments, if not otherwise covered by a phytosanitary certificate, shall be inspected by an approved representative of the Association and, subject to the terms of Article 4.c below, shall be certified as meeting the wood control requirements of the importing country. A sample of a mill certificate of debarking and grub hole control is annexed to this document.

b. To maintain signed agreements with participating mills and to maintain a register of participating mills including names of representatives approved to issue mill certificates of debarking and grub hole control and copies of all certificates issued.

c. To provide mill inspector training to all participating mills. Monthly reviews of the individual mill certification program shall be made through regular quality control checks by the Association.

#### ARTICLE 5

The Service agrees:

a. To conduct an orientation program for designated mill inspectors on the plant health requirements of receiving countries pertaining to coniferous wood.

b. To monitor the certification system for conformance via random inspection at participating mills, points of export, and review of Association files and records.

#### ARTICLE 6

This Memorandum is to define in general terms the basis on which the parties concerned will cooperate, and as such, does not constitute a financial obligation to serve as a basis for expenditures. No transfer of Federal funds shall be involved under this Memorandum.

#### ARTICLE 7

This Memorandum shall become effective upon date of final signature and shall continue in effect for 5 years. It may be amended at any time by mutual agreement between the parties in writing and may be terminated by mutual agreement of both parties or by either party upon 30 days written notice to the other party.

FIGURE G-1-5: Example of the MOU for Debarking and Grub Hole Control of Coniferous Sawn Wood

ASSOCIATION (LUMBER GRADING AGENCY NAME) (NAME AND TITLE OF AGENCY REPRESENTATIVE)	
_____	(Signature) Date
UNITED STATES DEPARTMENT OF AGRICULTURE ANIMAL AND PLANT HEALTH INSPECTION SERVICE PLANT PROTECTION AND QUARANTINE	
_____	(Regional Director) Date

FIGURE G-1-5: Example of the MOU for Debarking and Grub Hole Control of Coniferous Sawn Wood

## Lumber Grading Certificates:

See **Figure G-1-6** for a sample of a Mill Certificate for Kiln Drying.

<b>MILL CERTIFICATE OF KILN DRYING</b>		CERTIFICATE NUMBER	
NAME AND ADDRESS OF SUPPLYING MILL		NAME AND ADDRESS OF CONSIGNEE	
<p>The lumber described below is certified to have been kiln dried to the extent that all parts of the wood have reached a temperature of at least 160 degrees F (71 degrees C) and the moisture content is less than 20 percent.</p>			
DESCRIPTION OF CONSIGNMENT			VOLUME
<small>INDICATE SPECIES, GRADE MARKS, OR OTHER IDENTIFYING MARKS. ALSO, INDICATE NUMBER OF PACKAGES AND BOARD FEET/CUBIC METERS BY LOT. (Lot number and volume are required.)</small>			
Mill Order No.: _____ Invoice No.: _____ Customer No.: _____		Number of Bundles: _____ Marks on Bundles: _____ Vessels: _____	
<p>This document is to be surrendered to a representative of the Animal and Plant Health Inspection Service prior to export of the product. This document is not valid for use in International Commerce.</p>			
<b>AUTHORIZED PERSON RESPONSIBLE FOR CERTIFICATION</b>			
NAME(Print)	SIGNATURE	TITLE	DATE
AUTHORIZED SIGNATURE		AGENCY VALIDATION	
		TITLE	DATE

**FIGURE G-1-6: Sample of a Mill Certificate of Kiln Drying**

See **Figure G-1-7** for a sample of a Certificate of Debarking and Grub Hole Control.

<b>CERTIFICATE OF DEBARKING AND GRUB HOLE CONTROL</b>		CERTIFICATE NUMBER
NAME AND ADDRESS OF SUPPLYING MILL	NAME AND ADDRESS OF CONSIGNEE (Optional)	
DESCRIPTION OF CONSIGNMENT <small>INDICATE SPECIES, GRADE MARKS, OR OTHER IDENTIFYING MARKS. ALSO, INDICATE NUMBER OF PACKAGES AND BOARD FEET/CUBIC METERS BY LOT (Lot number and volume are required).</small>		VOLUME
<p><i>The lumber in this shipment has been examined by a mill inspector or other authorized person and found to have been stripped of its bark and to be free of grub holes; and, to the best of his/her knowledge and belief, to be in conformance with the import requirements of the receiving country.</i></p> <p><b>This document is to be surrendered to a representative of the Animal and Plant Health Inspection Service prior to export of the product. This document is <u>not</u> valid for use in International Commerce.</b></p>		
<b>AUTHORIZED PERSON RESPONSIBLE FOR CERTIFICATION</b>		
NAME (Print)	SIGNATURE	TITLE
		DATE
<b>AGENCY VALIDATION</b>		
AUTHORIZED SIGNATURE		DATE

**FIGURE G-1-7: Sample of a Certificate of Debarking and Grub Hole Control**

## Biannual Audit Checklist for the Wood Mill Certification Programs:

See **Figure G-1-8** for an example of a Biannual Audit Checklist for the Wood Mill Certification Programs.

BIANNUAL AUDIT CHECKLIST FOR THE WOOD MILL CERTIFICATION PROGRAMS			
DATE OF AUDIT: _____			
AGENCY or MILL AUDITED/address: _____ _____ _____	MOU(s) Audited	(check)	
	Coniferous Sawn Wood for Heat Treatment Moving to European Union (EU)	<input type="checkbox"/>	
	Kiln Drying MOU	<input type="checkbox"/>	
CONTACT PERSON/ phone number: _____	Debarking, and Grub Hole Control of Thuja sp to European Union (EU)	<input type="checkbox"/>	
		<input type="checkbox"/>	
		<input type="checkbox"/>	
AUDIT RESULTS:			
	Yes	No	N/A
Agency maintains the signed agreements (MOU's) with the participating mills:	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Agency maintains a list of participating mills and their representatives that are approved to issue mill certificates:	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Maintains copies of all certificates issued:	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Training provided to mill inspectors:	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Agency maintains a list of Lumber Grading Agency employees eligible to validate mill certificates:	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Agency completes monthly review of the Certification Programs:	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Milled products shipped meet conditions of the programs:	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
COMMENTS: _____ _____ _____ _____ _____			
AUDITOR's SIGNATURE: _____ DATE: _____			
PRINT NAME: _____ OFFICE: _____			

**FIGURE G-1-8: Sample of a Biannual Audit Checklist for the Wood Mill Certification Programs**

